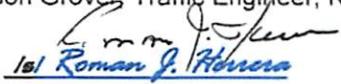


April 29, 2020

**MEMORANDUM**

**TO: GALLUP TASK FORCE {GTF}**

- C.B. Strain, Community Planner
- Stan Henderson, Executive Director, Public Works Division
- Mike DeCercq, Water/Waste Water Superintendent
- Marita Joe, Senior Electrical Engineer
- Adrian Marrufo, Director, Solid Waste Department
- Jacob LaCroix, Fire Inspector
- Dianne Willato, CenturyLink Engineer
- Irma Bustamante, NM Gas Co. Distribution Superintendent
- John Ortiz & Matthew Baca Comcast Superintendent
- Jayson Grover, Traffic Engineer, NM DOT

**FROM:**   
Roman J. Herrera, Development Review Coordinator

**cc:** Dennis Romero, Executive Director, Water & Wastewater  
John Wheeler, Electric Director

<b>CASE #:</b> 20-00400002
<b>PROJECT NAME:</b> Replat of Lot 1, Block C & Lots 2 & 3, Block C, Burke George Heights Addn. Subdivision
<b>PROPERTY OWNER:</b> George Athens & The City of Gallup
<b>PROJECT LOCATION:</b> 711 S. Second Street & 801 S. Second Street
<b>DESCRIPTION:</b> <b>Administrative Subdivision; Sketch Plat Review:</b> The replat request consist of lot line adjustments to the western, southern &, eastern lot lines of Lots 2 & 3 (98.48' x 76.71' x 76.28') into Lot 1. The new lot designations will be changed to Lot 1A & Lot 2A, the property is zoned Heavy Commercial (HC), a zone change is not being requested. Approval of the replat will be handled administratively, any conditions for approval should be included staff recommendation to the approving official.
<b>ELECTRONIC COMMENTS ARE DUE BY:</b> 7 MAY 2020

**NO TASK FORCE MEETING HAS BEEN SCHEDULED**

**COMMUNITY PLANNER COMMENTS:**

P1.) Incorporate Lots 1 & 2, Block B, and Lots 13 & 14, Block A, Burke George Heights Addition into proposed Lot 1A of proposed subdivision. Per discussion with DePauli's Engineering & Surveying.

P2.) Change description to "Replat No.1 of Lots 13 & 14, Block A, Lots 1 & 2, Block B, and Lots 2 & 3, Block C, of Burke George Heights Addition"

P3.) Change Subdivision Name. Per discussion with DePauli's Engineering & Surveying.

4.) Vacate a Portion of Morgan Avenue right-of-way adjacent to proposed Lot 1A. Per discussion with DePauli's Engineering & Surveying.

P5.) Change from Administrative Subdivision to Minor Subdivision. Subdivision will be required to go before a public hearing. Add "Certification of Acceptance and Approval" language for Planning and Zoning Commission. And add "Vacated Right of Way Certification of Approval" for City Council.

P6.) Update City of Gallup's contact information.

P7.) Change to final plat.

P8.) Add Document# or Book & Page# for existing easements.

P9.) Add Owner's Certificate & Notary for 2 owners. Add approvals for Departments/Entities. Add Certificate of filing for City and County.

**CITY ENGINEER COMMENTS:** City sponsored subdivision; therefore, no issues noted.

**WATER DEPARTMENT COMMENTS:** No comments

**WASTEWATER DEPARTMENT COMMENTS:** No comments

**ELECTRIC DEPARTMENT COMMENTS:** No issues with Lot Line adjustment. However, electric will need additional easements for the existing OH line, a 10' PUE along Second Street

**FIRE DEPARTMENT COMMENTS:** No Fire Department Issues with replat.

**SOLID WASTE COMMENTS:** No issues with replat

**CENTURYLINK COMMENTS:** No comments were submitted.

**NM GAS COMPANY COMMENTS:** No comments were submitted.

**COMCAST COMMENTS:** No comments were submitted.

**NM DEPT. OF TRANSPORTATION COMMENTS:** No comments were submitted.

June 22, 2020

**MEMORANDUM**

**TO: GALLUP TASK FORCE {GTF}**

- C.B. Strain, Community Planner
- Stan Henderson, Executive Director, Public Works Division
- Mike DeClercq, Water/Waste Water Superintendent
- Marita Joe, Senior Electrical Engineer
- Adrian Marrufo, Solid Waste Department
- Jacob LaCroix, GFD, Fire Inspector
- Dianne Willato, CenturyLink Engineer
- Irma Bustamante, NM Gas Co. Distribution Superintendent
- John Ortiz & Matthew Baca, Comcast Superintendent
- Jayson Grover, Traffic Engineer, NMDOT

**FROM: 1a/ Nikki Lee**

Nikki Lee, Planning Specialist

**cc:** Dennis Romero, Water & Wastewater Executive Director  
John Wheeler, Electric Director

<b>CASE #:</b> MNSB2020-00300006
<b>PROJECT NAME:</b> Replat No. 1 of Lots 13 & 14, Block A; Lots 1 & 2, Block B; And Lots 2 & 3, Block C of Burke George Heights Addition and Replat No. 1 of Lot 1 of Replat No. 1 of a Portion of Block B, and Block C Burke George Heights Addition
<b>PROPERTY OWNER:</b> George Athens & The City of Gallup
<b>PROJECT LOCATION:</b> 711 S. Second Street & 801 S. Second Street & Vacant Lots
<b>DESCRIPTION:</b> <b>FINAL PLAT REVIEW-</b> This replat has changed from an Admin to a Minor subdivision being that a portion of Morgan Avenue will be vacated. This revised plat also added 4 more lots (Lots 13 & 14, Block A and Lots 1 & 2, Block B), which are owned by the City of Gallup. The purpose of including the 4 additional City lots and Vacated Morgan Avenue is to combine with the proposed Lot 1A whereas Lot 1A will be increasing its acreage (new total for Lot 1A 6.0211 acres). Lots 2 & 3, Block C (George Athens property) will remain as presented during the Sketch Plat. Five lots are presently zoned Heavy Commercial (HC) and two lots zoned Single-Family Residential (SFR-A). A zone change will be requested for the 2 City lots in order to comply with subdivision regulations. The final plat will be presented to the Planning & Zoning Commission as soon as possible; any conditions for approval should be included in staff recommendation to the Commission.
<b>ELECTRONIC COMMENTS ARE DUE BY: 29 JUNE 2020</b>

**NO Task Force Meeting has been scheduled**

***COMMUNITY PLANNER COMMENTS:***

Thank you for addressing our previous comments and concerns. Please make the administrative changes shown on the attached marked up plat. Okay to proceed to the public hearings for Planning and Zoning and the City Council.

The two City lots (Lots 13 & 14, Block A) will also concurrently request for a rezone from SFR-A to HC zone district.

**CITY ENGINEER COMMENTS:**

No issues noted.

**WATER DEPARTMENT COMMENTS:** No comments

**WASTEWATER DEPARTMENT COMMENTS:** No comments

**ELECTRIC DEPARTMENT COMMENTS:** Thank you for addressing our previous comments. The dedicated 10' easement along Second Street is accepted by the City Electric Department. No issues with replat.

**FIRE DEPARTMENT COMMENTS:** No Fire Department issues with Replat.

**SOLID WASTE COMMENTS:** No issues with replat

**CENTURYLINK COMMENTS:**

No comments submitted from CenturyLink by the deadline.

**NM GAS COMPANY COMMENTS:**

New Mexico Gas Co does not have any issues at this time.

**COMCAST COMMENTS:**

Comcast does not have any concerns or comments with the revised plat.

**NM DEPT. OF TRANSPORTATION COMMENTS:**

If any future changes to access location or traffic demand are expected on any lot adjacent to NM 602, the NMDOT will need to be consulted.